

**MINUTES**  
**Regular Session**  
**THE DESIGN REVIEW BOARD**  
**TOWN OF CAMP VERDE COUNCIL CHAMBERS**  
**TUESDAY JANUARY 27, 2009**  
**3:00 PM**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Board motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion.

**1. Call to Order**

The meeting was called to order at 3:05 p.m.

**A recess was called at 3:05 p.m.; the meeting was called back to order at 3:15 p.m., with Board Member Hough presiding.**

**2. Roll Call**

Board Members Brinkman, Hough, Holguin, and Darby were present; Chairperson Binick, Vice Chairperson Norton, and P&Z Commissioner Liaison Buchanan were absent.

**Also Present:** Sr. Planner Mike Jenkins, Adm. Assistant Jenna Paulsen and Recording Secretary Margaret Harper.

**3. Pledge of Allegiance**

The Pledge was led by Hough.

**4. Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.

**a. Minutes for approval**

December 09, 2008 – Special Session  
December 23, 2008 – Regular Session  
January 13, 2009 – Special Session

**b. Set Next Meeting, Date and Time:**

As Needed

On a motion by Darby, seconded by Brinkman, Item 4.b), Set Next Meeting As Needed, of the Consent Agenda was unanimously approved as presented.

On a motion by Holguin, seconded by Darby, the Board unanimously voted to continue Consent Agenda tem 4.a), Minutes for Approval, to the next meeting.

The Board briefly discussed the Consent Agenda with Adm. Assistant Paulsen who explained the intent of Council to limit the number of meetings for all Commissions and Boards in order to save costs; Paulsen also pointed out that the second "Item a)" should have been reflected as "b)". It was determined that the Minutes for Approval should be continued to the next meeting since a full quorum of those who had been in attendance at those meetings was not now present to vote.

**5. Call to the Public for Items not on the Agenda**

There was no public input.

6. **Discussion and possible approval of Amendment to DRB 2008-47 for A & B Sign, agent for Dollar General, owner of parcel 403-23-104D to allow for installation of a free standing sign of 32 sq. feet, and a building mounted sign of 64 sq. feet.**

On a motion by Hough, seconded by Brinkman, the Board unanimously approved Amendment to DRB 2008-47 for A & B Sign, agent for Dollar General, owner of Parcel 403-23-104D to allow for installation of a free-standing sign of 32 sq. feet, and a building mounted sign of 64 sq. feet., as presented, with the pole on the sign to be painted to match the light poles, and with a planter two-thirds the length of the sign to be built at the base of the sign.

**STAFF PRESENTATION**

Sr. Planner Jenkins said that following up the initial approvals of the subject project, the Board is now being requested by the applicant to approve the proposed signs for the Dollar General Store. A recent amendment to the Code allowing corporate logos will not go into effect until February 16<sup>th</sup>; however, it has been an exception of this Board in the past where corporate logos have been approved in individual cases. A new technology, unfamiliar to staff, has been introduced by the applicant to bring two proposed signs into compliance with the Town lighting ordinance; Jenkins described in detail and gave a Power Point presentation of the resulting signs, their placement, and methods of illumination. Through the administrative review staff has determined that the signs are in compliance with the lighting ordinance. Staff has recommended approval subject to the requirement that the free-standing sign pole has some exterior finishes connecting it to the exterior finishes of the building, and that the maximum height of the sign be twenty (20) feet.

**APPLICANT'S STATEMENT**

**Perry Wieweck** displayed an example of the proposed sign, and demonstrated and discussed with the Board how the new technology would provide background night-time illumination of the sign and still be in compliance with the lighting ordinance. The members also discussed with Mr. Wieweck the free-standing pole and the possibility of erecting some type of shrouding. Because of the approximately 8-inch diameter of the pole, It was recommended that simply painting it the same as the light poles could satisfy the requirement that it match the building finishes. It was suggested that the bottom 3 feet be surrounded with some masonry, or perhaps a planter, for aesthetic effect.

**Ryan Ashby**, representing the builders, after discussing with the Board the suggested changes to the free-standing pole sign indicated that he would agree to paint the pole as suggested, and to provide a planter box approximately 32 inches by 24-30 inches high at the base of the pole.

7. **Discussion and possible approval of Amendment to DRB 2008-014 for the change in Solar Power Panel Design for the Verde Ranger Station as requested by the Prescott National Forest Service located on parcel 800-02-011N directly east of McCracken Lane and the North side of Highway 260 at the current Ranger Station location. The parcel is comprised of approximately 13 acres within National Forest Service Lands.**

On a motion by Holguin, seconded by Darby, the Board unanimously approved Amendment to DRB 2008-014 for the change in Solar Power Panel Design for the Verde Ranger Station as requested.

## STAFF PRESENTATION

Jenkins outlined the original review and approval on May 13, 2008, and approval of an amendment to the solar system on December 13, 2008 for a 5-unit tracking system. The Forest Service has now recognized the advantages to generating additional power output for the Ranger Station, and is proposing an additional 5-unit solar tracking unit, for a total of 10 units. The placement of the units, while still in the same proximity of the original approved foot print, has been shifted so that the units do not detract from the building appearance and the views from the highway, and so that they can get the most efficiency in the design.

## APPLICANT'S STATEMENT

**Daniel Nitta**, with a Power Point presentation, illustrated the proposed change in placement and the increase of the five units. Mr. Nitta discussed with the members the estimated amount of electric power to be generated, the size of the panels and height of the poles, landscaping to mitigate the visibility, and assurance that there should be no problem with reflectivity because of the tracker maintaining the angles of the panels in relation to the position of the sun throughout the day.

### 8. Discussion and presentation on new visual library for Section 124.

It was decided to continue this Item 8 to the next meeting in order to have more members of the Board in attendance.

### 9. Board Informational Reports:

**Darby** reported that he is trying to generate funding to purchase the 1981 Fire Truck at Steve Coury's for the Fire Science Program at the high school. The members discussed the project with Darby, offering suggestions and sources for funding and publicity.

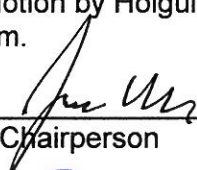
### 10. Staff Report

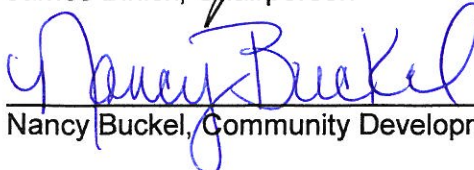
*Chairman Binick has requested a presentation by staff regarding the Administrative Review the Super 8 sign face replacement.*

Paulsen explained that Chairperson Binick was concerned about why the subject sign replacement did not go before the Board. Paulsen said that since it was a national logo, as well as a sign replacement, Director Buckel felt that an administrative review was permissible. The Board briefly discussed the issue, including sign sizes, pointing out that a precedent had been set when the Days Inn sign had been approved. Staff added that the Board had given direction that staff could do an administrative review on that type of situation. Jenkins said that staff would work on the issue and try to resolve an apparent conflict between two sections of the ordinance, as well as address the concern of Chairperson Binick, to avoid any appearance that staff has perhaps overstepped its authority.

### 11. Adjournment

On a motion by Holguin, seconded by Brinkman, the meeting was adjourned at 4:09 p.m.

  
James Binick, Chairperson

  
Nancy Buckel, Community Development Director

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Design Review Board of the Town of Camp Verde during the Regular Session of the Design Review Board, Camp Verde, Arizona, held on the 27<sup>th</sup> day of January 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 24<sup>th</sup> day of Feb., 2009

Margaret Harper  
Margaret Harper, Recording Secretary